



## Taught Postgraduate Program Review Report

Source of Report and Review Timing	
Department	
School	
Review Period (Ac. Years)	

Author Details	
Name	
Position	
Email	

Program Reviewed	
Award	
Title	

External Review
Please indicate below the names and positions of the External Review Panel members engaged to provide advice in regard to the program reviewed, and the date of the Panel Visit

Authorisation
The External Review Panel indicated above has submitted the attached report and their comments and feedback have been incorporated into this Program Review Report, where considered appropriate.
Endorsed by: (Program Director's Name) (Signature) (Date)
Received by: (Department Head's Name) (Signature) (Date)
Received by: (School Dean's Name) (Signature) (Date)

# **REVIEW OUTCOMES, OVERALL EVALUATION AND ACTION PLAN**

**[To be completed after receiving the External Reviewers' Report]**

## **1. Review Outcomes**

- Summarise the findings of the External Review Panel, with particular reference to:
  - the quality of the student intake;
  - the syllabus and curriculum;
  - the appropriateness of student assessments and grade/award distributions;
  - student support;
  - the standards of student achievement relative to international benchmarking.
- List any suggested improvements and/or concerns identified by the Panel.

## **2. Overall Evaluation**

- Taking account of the self-evaluation and the External Review Panel's comments and suggestions, provide a critical commentary on the relative success of the program, with specific reference **to strengths and areas for improvement**.
- Indicate why any of the Panel's suggested improvements and/or concerns would **NOT** be taken forward, if applicable.

## **3. Action Plan**

- **Append an Action Plan** to indicate:
  - suggested improvements that will be taken forward, with timescales;
  - milestones to allow monitoring of implementation;
  - those responsible for each task.

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**This report, including the External Reviewers' Report and an Action Plan should be submitted as below within four weeks of receiving the External Reviewers' Report:**

- **To the relevant Dean, via the responsible Department Head where appropriate;**
- **To the CTLQ Secretariat\*, via Ms. Anne Luk, Senior Manager, Quality Assurance and Enhancement, Academic Registry.**

\* In accordance with the Senate Policy, the report will be forwarded to the CPS (for comment and subsequent monitoring, as deemed appropriate) and to the Provost (for information).